



**CITY OF SEATTLE
PERSONNEL DEPARTMENT
EMPLOYEE ASSISTANCE PROGRAM**

During times of change, there are many emotional and psychological issues that arise for an employee, the employee's family members, and the supervisor who is managing the transition. The City's Employee Assistance Program (EAP) provider is prepared and eager to help individuals in a variety of ways.

Assessment and Referral

Each eligible City of Seattle employee is entitled to up to 6 sessions of assessment and referral with counseling staff during each contract year. This can be used for emotional/psychological, grief and loss, relationship, substance use, and other issues. With the stress and uncertainty during times of budget reductions and layoff, these sessions can provide you with a confidential place to vent your feelings, explore options and get moving in a positive direction. Eligible family members may share the 6 sessions with the employee. Call 206-654-4144 or 1-800-553-7798 to schedule an appointment.

Career Counseling

Employees may use some or all of their 6 sessions for career counseling if referred by the EAP intake staff. A limited amount of interest testing and other assessment may be included in this referral.

Management Consultation

City of Seattle managers and supervisors have unlimited telephone consultation with the EAP regarding employee-related issues.

Limited on-site management consultation is also available to provide support to groups that are facing difficult transitions and need some help and facilitation in understanding the emotional reactions of their co-workers. Call Kevin Host at 206-654-4145 or Mary Ann Dewing at 206-654-4146 for a consultation.

Stress Management and Wellness Training

The EAP offers seminars on stress management, financial planning, managing change and other pertinent topics on an ongoing basis. These classes are open to all City of Seattle employees. Customized trainings for employee or management groups can be coordinated with Mary Ann Dewing at 206-654-4146.



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Benefits Extension After Layoff

Employees who are laid off March 1 – December 31, 2009 may continue to use their EAP benefit for three months after separation from City service. This extension does not increase the number of counseling sessions. Call the EAP at 206-654-4144 or 1-800-553-7798 for an appointment. Please provide your name, date of layoff, and department name.